

# EPIPHANY SCHOOL FRIENDS ASSOCIATION

England & Wales · Charity number 1029378

## Details

---

**Other names** E S F A, ESFA

**Status** Registered

**Legal form** Other

**Registered** 1993-11-29

**Register** [View on the Charity Commission register](#)

## Contact

---

**Address** The Epiphany School  
Shillingstone Drive  
Bournemouth  
BH9 3PE

**Phone** 01202530960

**Email** [esfa@epiphany.bournemouth.sch.uk](mailto:esfa@epiphany.bournemouth.sch.uk)

## Activities

---

**Objects:** TO ADVANCE THE EDUCATION OF THE PUPILS IN THE SCHOOL

**Activities:** Fundraising, by way of summer and christmas Fayres and various other events

## Classification

---

- **How:** Makes Grants To Organisations
- **What:** Education/training
- **Who:** Children/young People

## Geography

---

- **Area of benefit:** IN PRACTICE THE CATCHMENT AREA OF THE SCHOOL
- Bournemouth
- Dorset

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£22,379	£31,976	-	-
2024-08-31	£30,155	£7,998	-	-
2023-08-31	£17,542	£14,247	-	-
2022-08-31	£24,688	£18,207	-	-
2021-08-31	£2,502	£991	-	-

## Trustees

Name	Role	Appointed
<b>Joanne Anderton</b>	Chair	2024-10-02
Alice Brown		2025-10-17
Charlotte Wrankmore		2025-10-17
Nicola Douch		2025-10-17
Vanessa Webster		2022-02-18

**EPIPHANY SCHOOL FRIENDS ASSOCIATION**

England & Wales - Charity number 1029378

---

# Accounts

---

# ESFA AGM Minutes and Treasurer's Report

**Wednesday 2<sup>nd</sup> October 2024**

- Andrea (current Co Chair) welcome!

Firstly, a huge welcome to you all.

It is great to see so many faces here this evening for the ESFA AGM.

I want to start by opening our meeting by saying a giant THANKYOU to you all for all your hard work last year as it was a truly amazing year for fundraising with over £23,000 raised (Kerry and Cari will go into more detail about that in a minute).

The team has grown and that was one of the most important things we set out last September, I think that volunteers taking on specific roles/events has worked really well. We do have some gaps currently and at the end of July 25 which we will need to discuss and fill the gaps to keep things running smoothly.

We also have a huge volume of ESFA members who volunteered with us last year who aren't here this evening and this is really one point that I really want to stress to us all...that every parent and guardian in the school is a part of ESFA automatically and I feel that the summer fete proved that point with what felt like hundreds of parents coming forward to volunteer and lots of them realising that we are just an ordinary bunch of people raising money and I really hope that this 'vibe' continues and as long as we make it open for everyone then hopefully our pool of ESFA members will continue to grow.

- Louise Pankhurst – welcome – huge thank you for your time and support as always. Covered ESFA perks such as entering for events early.
- Treasurer report Cari Barter (proposed by K Swannell Seconded by A Carlo) and last year's overview Kerry. Discuss need for audit: yes, we will need one and Cari will ask her contact to carry this out. Everyone was happy for this lady to be asked. Annual return to be done after this. (Treasurer's report is saved to ESFA Onedrive).
- £11K invoices have been received from school and Cari will reimburse ASAP; laptops & iPads, playground loose parts & books such as KS2 atlases and class novels.
- Election of officers: Sep 24 – Jul 25:
  - Chairperson: Kerry Swannell (Proposed by C Barter Seconded by A Carlo)
  - Secretary: Jo Anderton (Proposed by Vicky Pavlou, seconded by Rachel Boome)
  - Treasurer. Cari Barter (Proposed by J Anderton Seconded by R Boome)
  - Andrea Carlo stepping down as Co-Chair due to work commitments.

- Steph Turley & Vicky Trickett both expressed an interest to shadow the current chair with the view to stand next year.
- Year parent reps – did not cover this as we are going to have event champions instead. We know we have parents from every school year on the ESFA Decision Whatsapp group so communication will continue to be shared via the year whatsapp and FB pages.
- 2024/25 events, leavers opportunities;

### **EVENTS COMING UP – where we will need all hands-on deck**

**Been offered half price disco, shall we do one Nov/Dec??** - consensus was no we just do a disco in February as originally planned. Wasn't a great price and restricted to 2 hours.

#### **2024**

**September – already had Wren's picnic & team sports coming up –** Kerry sorting and has helpers.

**September-November – Asda CashPot –** Kerry dealing & promoting - £402 to date.

**October 7<sup>th</sup> & 8<sup>th</sup> - Used Uniform (Kate & Nikki) - also a swap shop for coats & wellies.** A notice will go on the newsletter Friday and all Whatsapp and FBpages – please drop donations into the green bin, this will happen at the same time as used uniform sale. (Nikki has enough helpers)

**October 11<sup>th</sup> – Lost property going out (Laura B)** - anything left to used uniform or Rags

**October – Rags2Riches (Kerry)** - slideshow to be shown in assembly agreed with LP, empty bags & flyers to be sent out to all children. Kerry to ask Maths games helpers to assist with this on Tuesday (Non-claimed lost property and coats/wellies can go too). Collection 23 & 24<sup>th</sup> ask school where it can be stored & ask for helpers just to receive the bags as they come in.

**October – Tea towels - (Vicky/Nikki/Jo)** Vicky will sort this out with regards pricing etc, LP happy for this to start in the next couple of weeks.

**November – order leaver's hoodies & autograph books –** Moving this to earlier in the year as VW has agreed children can wear on games day. Rachel to send out letters early November to have them January.

**Early December –** Used uniform combined with Xmas jumper swap.

**Friday 6<sup>th</sup> December** - Wrens Xmas event – Melissa and Andrea to run, need to discuss nearer the time what refreshments will be offered, will do pre-orders again.

**December – Advent Friday –** Andrea, Louise & Steph to organise, ask for donations again

**December – Santa Sleigh? – Chris Q –** won't be able to have this for a second year as they gave us a donation last year when the event couldn't happen due to bad weather and illness.

#### **2025**

**Late January/Early February – used uniform**

**February – Disco** – Kate & Louise Fletcher to run this, Kerry to book DJ. Proposed date 10<sup>th</sup> February.

**March – World Book Day costume swap?** school are running an Escape Rooms event which ESFA will fund

**March – Quiz/bingo night - Kerry**

**April – cool car day - Are we doing this?** Kerry – Undecided as this isn't on the curriculum and some of the car owners might not support after 4 years.

**April – used uniform, summer dresses**

**May 23rd – Paultons Park/Legoland** - organise reduced price tickets for inset day – didn't discuss

**June – Summer Fete - Friday 20<sup>th</sup> June, reserve date 27<sup>th</sup> June.**

**June – Sports Day (dates please – LP doesn't know these yet)** also put out used uniform

**June/July - Ice Cream Friday's** - Rachel, shadowed by Vicki Trickett

**July – Leavers Disco 11<sup>th</sup> July** – Kerry to book DJ

**July – Used uniform**

**Sponsored event?** - ran out of time to discuss properly but general feeling is we can't do this every year and still get the full support of the parents.

### **Current jobs:**

Used Uniform: Kate P/Nikki - WE NEED A KATE REPLACEMENT

Making hair bands & bows – Helena Pottle & co.

Newsletter: Jo A

Socials Distributions: Mel R

Lost Property: Laura/Cathy P – Cathy can't do anymore; Laura is happy to do on her own (with her family's help)

Quiz: Kerry

Disco: Kate P – Louise Fletcher to take over next school year

Ice Cream Friday: Rachel – Vicki Trickett to take over next school year

Advent Friday: Andrea/Steph & Louise

Cool Car Day: Kerry – don't need a replacement as it won't continue

Wrens Xmas event: Mel & Andrea /Cari to wrap books

Summer Fayre: All hands-on deck

Sports day refreshments: Kerry – WE NEED A REPLACEMENT

New Wrens talk: Andrea

Sponsored events: Natalie N

Raffle Prize collection: Laura B/Kate P

Leavers Hoodies & autograph book organisation – Rachel – Mel & Vicky to shadow (Steph also wants to help)

Leavers Disco – Kerry/Rachel - WE NEED A REPLACEMENT – Didn't get chance to discuss this in detail.

Shopping – Kerry/Rachel – WE NEED A REPLACEMENT

Easy Fundraising – Kerry – will pass this to Cari

AOB

- Spending: Louise Pankhurst said they would like to invest in an 'all weather' strip of astroturf on the school field so the children can still play in wet conditions. It is not clear at this point if this will be allowed due to Planning Permission but LP will investigate. Escape Rooms at World Book Day; organised by school and ESFA to fund.

Ran out of time at this point so did not cover:

### **Suggestions for fundraisers**

Magic show, outdoor cinema, net a duck, clothes bin, Xmas events, colour run if doing a sponsored event? Krispy Kreme. Mufti days – ask for £1 and use those funds to buy supplies for the next event.

### **Suggestions for spending**

KS2 playground wall art work, planetarium, panto to come to school, pizza end of term, Bmth Natural Science Museum do school visits, cover costs of treats that school already give out? Decorate a donut.

### **In Attendance:**

Louise Pankhurst  
Kerry Swannell  
Andrea Carlo  
Cari Barter  
Melissa Robilliard  
Vicky Pavlou  
Jo Anderton  
Steph Turley  
Jayne Louise Payne  
Nikki Douch  
Louise Fletcher  
Rachel Boome  
Vicki Trickett  
Kevin Simmons

### **Apologies:**

Vanessa Webster  
Kate Poole  
Natalie Newman  
Laura Bartley

**Epiphany School Friends Association - Treasurer's Report**  
**Period 01/09/23 to 31/8/24**  
**Prepared by Cari Barter (Treasurer) on 30/9/24**

The cash balance as at the 1<sup>st</sup> September 2023 was £18,142

The following fundraisers were held during the school year and the amounts **raised** were:

Sponsored event	£10,804
Summer fete	£6,122
Marwell	£972
Advent Fridays	£955
Sports days	£927
Discos	£882
Summer ice-creams	£764
Quiz x2	£709
Wonka Event	£671
Cool Car Day	£617
Used uniform sales	£389
Lucky squares raffle	£352
Art projects for schools	£286
Cake sale	£156
DVD sale	£38
Easy Fundraising	£30

Plus:

Donation from the Rotary Club	£250
Donation from Round Table	£200

**This is a total profit of £25,124**

During this period, we have funded the following for The Epiphany School:

Shed	£1,111
Wren's Christmas Evening	£28
Kingfisher's Easter eggs	£57
Outdoor play	£59
Books	£1,802
Wren's Christmas books	£60
Parentkind & lottery licence	£173
Leaver's disco, autograph books & hoody design work	£430
New freezer for ESFA shed	£150

**Total Amount Funded £3,870**

This leaves us with a cash closing balance as at the 31<sup>st</sup> August 2024 of  
£39,385

Expenditure invoiced to ESFA, not yet reimbursed for the current year are as:

Event shelters	£731
----------------	------

Books	£2,838
-------	--------

Additional agreed expenditure for the current year are:

IT – tablets and laptops	£5,876
--------------------------	--------

Books	£1,347
-------	--------

Loose play	£454
------------	------

Mini globes	£219
-------------	------

This totals £11,465 agreed for 2024/25 so far.

Proposed by: Kerry Swannell

Seconded by: Andrea Carlo



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Epiphany School Friends Association

No (if any)

## Receipts and payments accounts

CC16a

For the period  
from

01/09/2023

To

30/08/2024

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fundraising	28,951	-	-	28,951	-
Donations	1,204	-	-	1,204	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>30,155</b>	<b>-</b>	<b>-</b>	<b>30,155</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>30,155</b>	<b>-</b>	<b>-</b>	<b>30,155</b>	<b>-</b>
<b>A3 Payments</b>					
Expenses	7,998	-	-	7,998	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>7,998</b>	<b>-</b>	<b>-</b>	<b>7,998</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>7,998</b>	<b>-</b>	<b>-</b>	<b>7,998</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>22,157</b>	<b>-</b>	<b>-</b>	<b>22,157</b>	<b>-</b>
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
<b>Cash funds this year end</b>	<b>22,157</b>	<b>-</b>	<b>-</b>	<b>22,157</b>	<b>-</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash	201	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>201</b>	<b>-</b>	<b>-</b>

(agree balances with receipts and payments account(s))

Agreement Error	OK	OK
Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £

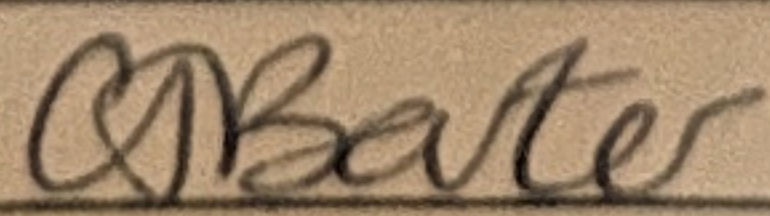
Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-
	-	-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B3 Investment assets</b>		-	-
		-	-
		-	-
		-	-
		-	-

Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
<b>B4 Assets retained for the charity's own use</b>		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-
		-	-

Details	Fund to which liability relates	Amount due (optional)	When due (optional)
<b>B5 Liabilities</b>		-	
		-	
		-	
		-	
		-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Cari Barter	15/06/2025



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
Epiphany School Friends Association

**On accounts for the year  
ended**

31/08/2024      **Charity no  
(if any)**      1029378

**Set out on pages**

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Signed:**

**Date:**

**Name:**

**Relevant professional  
qualification(s) or body  
(if any):**

Association of Accounting Technicians

**Address:**

53 Wroxham Road  
Poole  
BH12 1NL

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**

A large, empty rectangular box with a thin black border, occupying the central portion of the page. It is intended for the user to provide details as requested in the text to its left.